



Legislation Text

File #: 21-09, Version: 1

Memorandum

Date: February 23, 2021

To: The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

From: Gail Woodworth - Child Support Services

Subject: Adopt Resolution Amending Resolution No 2020-134 Amending the Position Allocation for Year 2020-2021, Budget unit No. 2112 Child Support Services.

Executive Summary: (include fiscal and staffing impact narrative):

As your Board is aware, Resolution No. 2020-134 established Position Allocations for Fiscal Year 2020-2021, and was approved on September 17, 2020. Child Support Services now wishes to change our Accounting Technician position to a Child Support Assistant I/II position.

For greater than four years, the employee currently filling the Accounting Technician position has carried a complement of duties spanning the Accounting Technician and Child Support Assistant I/II Classifications. This was an adaptation to a declining number of total position allocations, and has been of tremendous value to our department. In order for this employee to avoid working above class, the longstanding agreement has been that her rate of pay is based on the higher paid Classification.

Historically, the Accounting Technician position had been paid more. Now, as a consequence of the Classification and Total Compensation Study, the Child Support Assistant I/II classification is the higher paid; because no Position Allocation change was made at the time of the Study, she is currently working above class. This employee is qualified for and has a history of successful work in both Classifications.

Today's action will Reclassify the employee's Position Allocation from Accounting Technician to Child Support Assistant I/II. This will maintain a longstanding arrangement demonstrated to be in the best interest of the employee and the County that significantly predates the Study. It was prepared in partnership with Administration's Human Resources Division, and has been determined neither a Classification and Compensation Study error nor a matter requiring approval by the Classification, Compensation, Recruitment and Retention Committee.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

☒ Not applicable

- ☐ Well-being of Residents
- ☐ Economic Development
- ☐ Community Collaboration

- ☐ Public Safety
- ☐ Disaster Recovery
- ☐ Business Process Efficiency

- ☐ Infrastructure
- ☐ County Workforce
- ☐ Clear Lake

- ☐ *Technology Upgrades*
- ☐ *Revenue Generation*
- ☐ *Cost Savings*

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested?

How long has Agreement been in place?

When was purchase last rebid?

Reason for request to waive bid?

Recommended Action: Adopt Resolution amending Resolution 2020-134 Amending the Position allocation for Fiscal Year 2020-2021, Budget Unit No 2112, Child Support Services.